

**MINUTES OF MEETING
BOARD OF PUBLIC WORKS AND SAFETY
CITY OF MONTICELLO
TUESDAY, JANUARY 18, 2011**

The regular meeting of the Board of Public Works and Safety, of the City of Monticello, Indiana, was held on Tuesday, January 18, 2011, at 5:30 p.m. The meeting was called to order by Mayor Jason Thompson and opened with the Pledge of Allegiance.

Roll call, by Clerk Treasurer Liz Oilar, was answered by Board Members Mayor Jason Thompson, Mike Keever, and Phil Vogel, and City Attorney George Loy.

There being no additions, deletions, or corrections to the minutes of the regular meeting on December 20, 2010, a motion was made by Board Member Phil Vogel, seconded by Board Member Mike Keever, to approve the minutes as presented. All ayes, motion carried.

There was one addition to the agenda:

Consideration of Wessler Engineering Agreement for Bryan's Lift Station - Wastewater

Permission to Solicit Quotes for Electrical Panel Upgrade for Water and Wastewater Plants – Energy Grant

Mayor Jason Thompson stated that through the energy grant the component that goes on the electrical panels at both plants, Water and Wastewater, would be upgraded. This is a 50/50 grant for this project. It is a guaranteed 10% energy savings per year. Board Member Phil Vogel made the motion to solicit quotes for the electrical panel upgrade for the Water and Wastewater plants, seconded by Board Member Mike Keever. All ayes, motion carried.

Consideration of Francisco Sanchez's Letter of Resignation as Ordinance/Animal Control Officer – Police Department

Police Chief Curt Blount stated that he gave the Board a copy of Adrian's letter of resignation. Adrian took a position with the Logansport Fire District that started January 4, 2011. Board Member Mike Keever made the motion to accept Francisco Sanchez's letter of resignation, seconded by Board Member Phil Vogel. All ayes, motion carried.

Permission to Hire Josh Shoemaker as the Ordinance/Animal Control Officer – Police Department

Police Chief Curt Blount asked the Board permission to remove Josh Shoemaker from the full time receptionist position to the full time Ordinance/Animal Control Officer position. Josh has been the department since 2008. He recently graduated from Purdue University with a degree in Criminal Justice. Board Member Phil Vogel asked if Josh would be taking care of the dilapidated buildings around town. Chief Blount stated that he and City Attorney George Loy recently completed the forms needed in place to get that started. This would be one of the new jobs the Ordinance Officer would be starting. Board Member Phil Vogel made the motion to hire Josh Shoemaker as the Ordinance/Animal Control Officer, seconded by Board Member Mayor Jason Thompson. All ayes, motion carried.

Permission to Hire Meagan Bilderback as Full Time Receptionist – Police Department

Police Chief Curt Blount stated that a few months ago he hired Meagan as the part time receptionist in his department. He is requesting to move her to the full time receptionist position vacated by Josh Shoemaker. Meagan is a student at IU Kokomo in the Criminal Justice program. Board Member Phil Vogel made the motion to give Chief Blount permission to hire Meagan Bilderback as the full time receptionist for the Police Department, seconded by Board Member Mike Keever. All ayes, motion carried.

Permission to Hire Part Time Receptionist – Police Department

Police Chief Curt Blount asked the Board for permission to hire a new part time receptionist. He does not have anyone in mind and will be advertising this position. Board Member Mike Keever made the motion to give Chief Blount permission to advertise for a part time receptionist at the Police Department, seconded by Board Member Phil Vogel. All ayes, motion carried.

Permission to Solicit Plant Automation Bids – Wastewater

Wastewater Superintendent Joe Mowrer stated that this is an automation system that where their Smart Phones and computers would monitor the plant. They would have the ability, if no one was there, to turn the pumps on and off with their phones. This would be all cellular based internet service. It meets homeland security requirements. It would be upgraded into the current lift station SCADA system. There is a yearly cost of around \$5,800.00 per year, which covers any software upgrades. Mayor Thompson stated that with Harvey Garbison retiring at the Wastewater Department, now is a good time to either replace that manpower, or we look at what the cost would be to not replace that manpower and possibly reduce the force also. Once the bids are back, the Board can determine if they will be able to save in just labor costs in the first year to year and one half. Board Member Phil Vogel asked Superintendent Mowrer if he could run the plant with five employees now. Joe did not feel as though he could unless he figured out some way to rearrange the shifts. He believed we would be paying a lot of overtime. He would be willing to set down and see if he could figure out a rotating schedule for five guys and make it work. It is a matter of coverage at the plant. Mayor Thompson thinks it would be prudent for us to see what the cost is for the automation system before making the overall decision. Board Member Mike Keever made the motion to give Wastewater Superintendent Joe Mowrer permission to advertise for plant automation, seconded by Board Member Mayor Jason Thompson. All ayes, motion carried.

Allowance of Adjustments 4th Quarter 2010 – Water & Sewer Utilities

Mayor Thompson stated that Clerk Treasurer Liz Oilar had emailed the Board with the 4th quarter 2010 utility adjustments. Board Member Phil Vogel has concerns with the City's policy of one adjustment per year. He feels customers may be taking advantage of the adjustment. Superintendent Rod Pool stated that customers can come in and tell the utility girls they have a leak and it is not questioned for a one time a year adjustment. Board Member Phil Vogel made the motion to approve the utility adjustments for the 4th quarter 2010, seconded by Board Member Mike Keever. All ayes, motion carried.

Consideration of Wessler Engineering Agreement for Bryan's Lift Station - Wastewater

Jon Borgers, Wessler Engineering, addressed the Board with the proposed engineering agreement for the Bryan's lift station and CSO storage facility. This is based on the portion of the alternative number one that was described in the Long Term Control plan. It includes replacing Bryan's lift station and constructing underground storage for the CSO. Compensation for Professional Services is a total lump sum fee of \$163,000.00. The compensation for the Resident Project Representative inspection is estimated to be \$77,000.00. This estimated amount is based on an hourly fee plus reimbursable expenses. The project is expected to take six months. Per the grant, bids must be in hand by April 30, 2011. Jon would like to get bids in March, with construction starting in May. Board Member Mike Keever made the motion to approve the final agreement contract with Wessler Engineering for the Bryan's lift station replacement and the CSO storage facility, seconded by Mayor Jason Thompson. All ayes, motion carried.

There being no further business, meeting adjourned at 6:18 p.m.

Liz Oilar, IAMC
City Clerk Treasurer